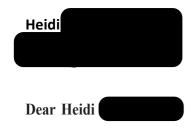


January 9, 2023



Congratulations! AllianceTek is delighted to offer you employment for the position of **Data Analyst.**

This position reports to **Nelson Little, Operations Manager.** Your start date will be on January 17, 2022. The first day of employment will involve hours for training and new hire orientation. You will report to AllianceTek Corporate Office to the designated Human Resources Professional to complete the new hire paperwork. This job offer is contingent on the following items being successfully proceed andvalidated.

- Background Checks
- Drug Screening

You will be compensated \$45.00 per hour and subject to deductions for taxes and other withholdings as required by law or the policies of the company. You will work Full-time hours. Your salary will be paid through direct deposit of funds to either a savings/ checking account at the financial institution of your choice or a pay card. You will be provided a company computer, company phone, and an annual bonus based on your performance.

As a **Full-time**, non-exempt, hourly employee, you will be eligible to participate in the benefit plan maintained by the company under the terms and conditions of those plans. Benefits include but are not limited to medical, dental, and vision insurance. You are also entitled to participate in our 401(k) Program.

You are eligible for paid time off (PTO). You will accrue hours at the end of each month starting the beginning of the month following your hire date. You will only be allowed to use your PTO after you have completed 90 days of employment. Any time off prior to the end of your initial employment period will be considered on paid leave. Accrual rates are detailed in the Employee Engagement Guide. You will be provided additional information about all benefits once you begin employment.

Pursuant to the Immigration Reform and Control Act, AllianceTek is required to verify the identity and employment authorization of all new hires. In order to comply with this legal obligation, we must complete an employment Eligibility Verification Form 1-9 within three days of your start date. Information about what you will need to bring to work with you to complete this form will be provided to you once you sign and return this offer letter.

Tel No: 213-947-6394 E-mail: info@alliancetekcareer.com Website: https://www.alliancetek.com

If you wish to accept this offer, please sign in the space provided below. Return the signed original of this letter and Background Authorization Form by January 10, 2022. We are all looking forward to you joining the team. If you have any question, please contact me.

Yours truly,

Nelson Little,

Operations

Manager

AllianceTek.

By signing and dating this letter below, I, **Heidi** accept this job offer for the position **Data Analyst.** I accept the offer as outlined above. I further understand that employment at AllianceTek is on an "at-will" basis, which means our employment relationship is strictly voluntary and at- will on both sides, itis for no guaranteed length of time, and either party may terminate the relationship at any time, for any reason, and with or without notice.

AllianceTek

Print Name Signature Date

Tel No: 213-947-6394 E-mail: ainfo@alliancetekcareer.com Website: https://www.alliancetek.com